

From: [McAteer, Mike](#)
To: [Smith, Monica](#)
Cc: [McQuiddy, David](#); [Broyles, Ragan](#); [Petersen, Chris](#)
Subject: RE: ot approved
Date: Wednesday, April 03, 2013 11:32:37 PM

Thanks very much Monica.... I sincerely appreciate the management team's efforts in getting the overtime approved for those of us up here at the Exxon response.

Mike McAteer

From: Smith, Monica
Sent: Wednesday, April 03, 2013 7:29 PM
To: McAteer, Mike
Cc: McQuiddy, David; Broyles, Ragan; Petersen, Chris
Subject: ot approved

Mike you are approved OT beginning Tuesday April 2 – Saturday April 20 . The current operational period is from 6:30am -7:30pm. In order to provide coverage of the OPS position for the entire operating period, you and Bill Rhotenberry have been are sharing the responsibilities since April 2. Seeing that your normal schedule is 8:30 – 5pm , and Bill's normal work hours are 7-3:30pm, you are approved to work **up to the following amount of OT:**

Tuesday April 2:	2.5 hrs OT (5pm – 7:30 pm)
Wednesday April 3:	2.5 hrs OT (5pm - 7:30 pm)
Thursday April 4:	2.5 hrs OT (5pm – 7:30 pm)

On Friday April 5, you will begin serving as the sole OPS chief, and will be covering the entire operational period from 6:30 am – 7:30 pm. As such, you have been approved to work **up to the following amount of OT:**

Friday April 5:	4.5 hrs OT
Saturday April 6:	12 hrs OT
Sunday April 7:	12 hrs OT
Tuesday April 9 :	4.5 hrs OT
Wednesday April 10:	4.5 hrs OT
Thursday April 11:	4.5 hr OT
Friday April 12:	4.5 hr OT
Saturday April 13:	12 hr OT
Sunday April 14:	12 hr OT
Monday April 15:	4.5 hr OT
Tuesday April 16 :	4.5 hr OT
Wednesday April 17:	4.5 hr OT
Thursday April 18:	4.5 hr OT
Friday April 19:	4.5 hr OT
Saturday April 20:	12 hr OT

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